

BREWOD AND COVEN PARISH COUNCIL
WITH BISHOP'S WOOD AND COVEN HEATH
MINUTES OF THE MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER, STAFFORD STREET, BREWOOD
ON THURSDAY 26th SEPTEMBER 2019 AT 7.00PM

This meeting was recorded by the Parish Council.

The Chairman declared that the Parish Council was not responsible for any recordings that may have been made by members of the public. No members of the public declared that they did not wish to be recorded by another member of the public.

PRESENT:

Parish Cllrs M. Alden-Court, J. Bradshaw, R. Dakin, D.M. Holmes, J. Jeffries, P. Knight CBE, A. Pupino, D. Short, G. Sibley, C. Smythe, W. Sutton, R. Taylor, M. Webb MBE, K. Webber.

IN ATTENDANCE:

PCSO J. Stevens.

APOLOGIES:

Parish Cllr M. Sambrook (illness),
District Cllrs J. Bolton and B. Cox. County Cllr M. Sutton.

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATION:

There were no requests for dispensation as required under the Code of Conduct and determined by the Localism Act 2011. Parish Cllr D. M. Holmes represented Locality 2 at South Staffordshire Council's Planning Committee meetings, she would therefore not vote on any planning matters brought before the Parish Council. She would remain at the meeting and any views she may express were based on the information before her at the time and these views might change in the light of further information or debate at a future South Staffordshire Council's Planning Committee meeting.

Parish Cllr J. Jeffries declared a non-pecuniary interest in item 174.6 Brewood Christmas lights.
Parish Cllr P. Knight CBE declared a non-pecuniary interest in planning application 19/00693/TREE and a non-pecuniary interest in item 174.5 BKV photocopying.

It had been brought to the attention of the Clerk that there was an error in the voting process, at the meeting held 12th September 2019. Item 156.7 had included an invalid vote, whereby a member had declared an interest but had voted. The vote did not affect the decision.

In item 250** BPSA Lease the phrase 'move approval' was used. A member had declared an interest and had not requested the fact that they had abstaining be recorded.

Members were reminded to be aware of situations when they had declared an interest but had not requested dispensation. Members were requested not to motion 'move approval' in future meetings.

MINUTES:

The Minutes of the Council meeting held on 12th September were approved as being an accurate record and duly signed.

CRIME AND DISORDER ACT:

Section 17 of the Crime and Disorder Act, 1998 places a duty on local authorities to consider the crime and disorder implications when exercising its functions and to do all that it reasonably can to prevent crime and disorder in its area. Unless otherwise stated it was not considered that the resolutions moved herein would have any adverse impact for the purposes of the Crime and Disorder Act 1998.

160. **PUBLIC PARTICIPATION:**

The Chairman moved that the meeting be adjourned for a period of no more than fifteen minutes to allow any elector of the Parish or his/her representative to raise or question any issue appertaining to proper Parish Council business.

The secretary of Brewood Bowling Club advised that she would take any questions in relation to items 164 and 174.3 on the agenda. Members asked a number of relevant questions appertaining to Brewood Bowling Club.

On behalf of a Coven resident, Parish Cllr M. Alden-Court had requested that the matter of the Lovell Homes development be put on the agenda for the next meeting of the Parish Council.

161. **POLICE REPORT:**

On behalf of PCSO G. Lloyd, PCSO J. Stevens reported that there had been an increase in crime in the Parish with 5 burglaries, 6 vehicles crimes and 6 reported incidents of anti-social behaviour. There was a patrol strategy in place for the Coven and Brewood areas involving response officers, neighbourhood officers and plain clothed officers. Two males had been arrested in relation to a property being entered and a vehicle being stolen. Police were advising residents to lock and secure properties and vehicles and not to leave anything on show. Faraday bags were available to secure key fobs. Members were also advised that putting key fobs in the microwave would scramble the signal.

It was reported that a new system for 101 was being trialled.

Rural crime week commended 7th October 2019.

It was reported that there had been a disturbance at a property on Four Ashes Road, Brewood. Police had responded within 15 minutes.

PCSO Stevens left the meeting.

MATTERS ARISING:

143. **Electrical Safety Certificate.** A satisfactory electrical safety certificate had been received from the electrician. Clerk's Report referred.

Matter of report.

MATTERS ONGOING:

Members received the Matters Ongoing report, copy circulated prior to the meeting.
26th September 2019

155.4 **Election Charges.** Parish Cllr R. Taylor's investigation into seeking clarification from South Staffordshire Council's monitoring officer with regard to the breakdown of charges to the Parish Council for the May 2019 election was still on-going.

145. **Metal Detecting Policy.** Parish Cllr J. Jeffries gave a verbal report regarding policies from other councils. The matter to be placed on the agenda for the next meeting of the Parish Council.

95*** **Rural Exception Site, Bishop's Wood.** Public consultation took place on 13th and 14th Sept and was very well attended with a lot of interest from local people.

69* **West Midlands Interchange.** Confirmation received from the Planning Inspectorate that the examination had closed. The findings, conclusions and recommendations would be sent to the Secretary of State no later than 27th November 2019.

Matter of report.

CORRESPONDENCE RECEIVED:

Email received from Staffordshire Police advising that they would be installing Automatic Number Plate Recognition cameras in South Staffordshire.

162. Information received regarding flood prevention and pollution. An article was included in the most recent newsletter reminding residents that planning permission was required for certain non-permeable surfaces such as concrete or asphalt on front gardens if the area was bigger than five square meters. It was noted that the response received from South Staffordshire Council planning enforcement was not acceptable.

The Council resolved, unanimous in favour, that Cllr W. Sutton forward the response to Mr D. Patterson and report back to the Parish Council.

163. The Parish Summit would take place at South Staffordshire Council on Fri 11th October from 9am - 1pm.
The Council resolved, unanimous in favour, that interested Members advise the Clerk.

164. Letter received from the secretary of Brewood Bowling Club asking the Parish Council to consider extending the lease to 28 years. The club had not yet applied for any grants as part of phase 2. It was noted that the Parish Council in principle, supported a 30 year lease.

The Council resolved, unanimous in favour, that the matter be deferred until the next meeting of the Parish Council when Parish Cllr P. Knight CBE would report.

165. Email received from Coven Heath Christmas Lights Committee advising that a new power box was required as the plug on the new lights was incompatible. The Committee would pay for the work required.

Matter of report.

166. The Parish Council's handyman had replaced the gate at the toddler area in Bishop's Wood playing field. Photographs tabled at the meeting.

Matter of report.

167. The janitor would be on annual leave on 28th and 29th September and 28th October until 3rd November (inclusive).

The Council resolved, unanimous in favour, that Parish Cllr P. Knight CBE would manage the toilets at Sandy Lane. It was further resolved that holiday cover would no longer be included as an agenda item.

168. Certificate received from Brewood Civic Society recognising the gardener/handyman's achievement; the Parish Council garden was highly commended in the floral front garden competition (community and business section).

Matter of report.

169. Members considered a date for the Coven traffic management working party meeting.

The Council resolved, unanimous in favour, that Coven traffic management working party would meet on 10th October at 6:15pm in the Parish Council Chamber.

170. Members considered writing to the Police and Crime Commissioner on the matter of using the 101 number when contacting the Police. Members were made aware that the 101 system was unsatisfactory and a replacement system was being investigated.

The Council resolved, unanimous in favour, that the Clerk publicise the Crimestoppers number and encourage its use.

171. **CORRESPONDENCE CIRCULATED:**

Select magazine September/October

SPCA bulletin 19th September 2019

Brewood Civic Society Minutes of 16th September

172. **DISTRICT/COUNTY COUNCIL'S REPORT:**

District Cllrs had nothing to report.

173. **CHAIRMAN'S AND OTHER COUNCILLORS' REPORTS (courses/workshops/seminars attended):**

Parish Cllr D. M. Holmes gave an update on Brewood Village Community Council, Jubilee Hall. She reported that there were bookings for several tribute bands. The Jubilee Hall would be used by children taking part in the Music Festival 2020. There would be an art and craft fair held in November and film showings were becoming very popular. The committee would look at streaming sport events. Extra security would be required for parties larger than 150 guests (paid for by the hirer). New windows had been fitted along with electronic blinds. Internal rooms were soon to be painted and external woodwork at a later date. New cleanable chairs had been purchased for the toddler group. CCTV footage of anti-social behaviour was with South Staffordshire Council. There would be a corkage charge for parties bringing their own alcohol, £5 per bottle of wine and £10 per bottle of champagne.

The Chairman, Parish Cllr R. Dakin reported that on 19th September he had attended Code of Conduct training at Great Wyrley. On 23rd September he had undertaken allotment inspections at Coven and Coven Heath and on 24th September he had attended a meeting at the Council Chamber regarding Engleton Lane development. On 25th September he had undertaken Community Speed Watch duties at The Pavement, Brewood.

174. **FINANCE REPORT:**

The Parish Council received the Finance Report from Parish Cllr D. M. Holmes in the absence of Parish Cllr M. Sambrook and resolved the following matters:

1. Income and expenditure list as at 26th September including salary payments, tabled at the meeting, **be approved**. Income £380.72 and (net) expenditure £22,587.97.
2. Financial summary – cashbook arising from the August bank reconciliation, copies circulated prior to the meeting, **be approved**.

3. Members considered the request from Brewood Bowling Club for payment of the grant towards construction of the pavilion. The grant would be ring fenced by the club until members were ready to submit a grant for match funding.
The Council resolved, unanimous in favour, that the grant of £5,000 be approved.
4. Members considered the request from Bishop's Wood Village Hall management committee for payment of this year's grant of £2,880.
The Council resolved, unanimous in favour, that the grant of £2,880 be approved.
5. Email received from the organisers of Brewood Best Kept Village for photocopying free of charge some A5 flyers giving information about the BKV. The cost would normally be £65.
The Council resolved, 12 in favour and 2 abstentions (Parish Cllrs D. M. Holmes and P. Knight CBE), that the cost of photocopying £65.00 be paid for from the BKV budget.

Parish Cllr J. Jeffries left the meeting.

6. Members considered payment of the grant of £2,250 to Brewood Christmas Lights Committee.
The Council resolved, unanimous in favour, that the grant of £2,250 be approved.

Parish Cllr J. Jeffries returned to the meeting.

7. Letter of thanks received from Brewood and District Royal British Legion for the donation of £150 for poppy wreaths.

137.2 **Bench Removal at Deansfield Road, Brewood.** Parish Cllr G. Sibley had arranged for a welder to lengthen the legs on the bench free of charge. Clerk's Report referred.

137.3 **Seat at the Bus Shelter in Sandy Lane, Brewood.** The bench for the bus shelter in Sandy Lane, Brewood had been delivered. Clerk's Report referred.

Parish Cllrs J. Jeffries and R. Taylor were nominated to approve the online banking.

175. **PLANNING REPORT:**

The Parish Council received the Planning Report from Parish Cllr R. Taylor and considered the planning applications received.

Parish Cllr P. Knight CBE left the meeting.

19/00693/TREE – Sandy Lodge, 17 Sandy Lane, Brewood. Consultation on a notification of intent to carry out works to trees within a Conservation Area. Proposal to remove a Cherry Tree.

Parish Cllr P. Knight CBE returned to the meeting.

The Conservation Officer at South Staffordshire Council had approved 'like for like' repair work at St Mary's RC School, Brewood. Listed Building Consent was not required.

176. **CLERK'S REPORT:**

The Parish Council received the written report of the Clerk and noted its content.

ANY OTHER MATTERS OF REPORT:

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business, the following matter was taken at the end of the meeting, when the public and press were excluded:

391*** **School Lane Development.** Confidential report circulated prior to the meeting.

Matters of report for inclusion on the agenda for the next meeting:

Stafford Street car park pot holes and time limited parking.

Quarterly Parish Council meetings to be held in Coven.

Overgrown hedge, Shop Lane, Brewood.

Parking on Deansfield Road, Brewood.

Parish Cllr M. Alden-Court request to join the Allotments Working Party.

There being no other business to discuss, the meeting ended at 8:55pm

..... Chairman

**REPORT OF THE CLERK FOR THE MEETING OF THE COUNCIL
TO BE HELD 26 SEPTEMBER 2019**

MATTERS ARISING

143. **Electrical Safety Certificate.** A satisfactory electrical safety certificate has now been received from the electrician following the remedial work carried out at the Parish Council office. At the same time, the Clerk arranged for an additional double plug socket to be installed in the kitchen as there were only two single sockets installed.

CORRESPONDENCE RECEIVED

Email received from Staffordshire Police advising that they will be installing Automatic Number Plate Recognition cameras in South Staffordshire.

FINANCE

137.2 **Bench Removal at Deansfield Road, Brewood.** Parish Cllr G. Sibley has arranged for a welder to lengthen the legs on the bench free of charge. It can then be re-sited at The Bront.

137.3 **Seat at the Bus Shelter in Sandy Lane, Brewood.** The bench for the bus shelter in Sandy Lane, Brewood has been delivered and will be installed as soon as the contractor can fit it in to his schedule.

PLANNING APPLICATIONS CONSIDERED AT THE MEETING

HELD ON 26 SEPTEMBER 2019

| Application No | Proposal | Comments |
|-----------------------|--|---|
| 19/00647/FUL | The proposals seek to convert the existing building into 2 no. properties of multiple occupancy (HMO) and then add a first floor rear extension that would create a single bed 'House Master' apartment. Both multiple occupancy apartments would create boarding school accommodation for the St. Dominic's School. The ground floor HMP apartment includes 5 no. bedrooms that can accommodate 6 no. students; the first floor HMO apartment includes 4 bedrooms accommodating 4 no. students at High Green Garage Limited, 7 High Green, Brewood. | No objection, with a condition to ensure that the accommodation would be for St. Dominic's School use only. |
| 19/00669/FUL | Alteration and extension to a commercial building at Midlands Cryogenics Ltd, 1 Aspley Close, Four Ashes. | No comment. |